

Career Opportunity

**PROJECT REVIEW ARCHEOLOGIST
(Historian/Archeologist & Preservationist III)
Payband 5**

Position #00016

Location:

**2801 Kensington Ave
Richmond, VA 23221**

Maximum Hiring Range

Salary negotiable to \$59,000

Position Description

Are you seeking a challenging opportunity with a great working culture? If so, the Department of Historic Resources has a position just for you. This position offers a career opportunity for an individual with exceptional research and analytical skills and a can-do-attitude; to review all aspects of federal and state undertakings for effects to archaeological resources to ensure their appropriate treatment in accordance with federal and state legislative mandates. Duties: serves as main point of contact for assigned agencies; conducts timely and consistently accurate reviews based on critical analysis of individual projects; provides written comments regarding the project's effects on known or expected prehistoric or historic resources; interprets federal and state regulations and guidelines; reviews reports for content and consistency with application standards and guidelines; applies the National Register criteria to evaluate archaeological resources and make recommendations for further identification and evaluation; makes assessments of effect, requests consideration of alternatives, and recommends appropriate treatment of significant archaeological resources; provides technical assistance; performs field inspections; provides training workshops in statutory requirements for historic resources and/or available preservation tools; and participates on the Archaeological Subcommittee of the National Register Evaluation Team. May be assigned additional duties.

Qualifications Guide

Comprehensive knowledge of the historic and prehistoric archaeology of Virginia and/or the Mid-Atlantic Region; archaeological resource protection and project management principles, methods, and techniques; applicable state and federal laws, regulations and guidelines; and, agency programs. Knowledge of and ability to conduct and evaluate archaeological survey and mitigation projects; to apply technical, legal and cultural knowledge and planning principles to complex archaeological projects; to communicate effectively both orally and in writing; to research and analyze documents; to negotiate effectively; to provide technical assistance related to program area; and, to work effectively and exercise good judgement under stressful conditions. Experience in working as part of an interdisciplinary team; ability to instruct/guide others positively. Strong attention to detail and ability to analyze complex documents. Requirements: Applicants must meet the Secretary Of the Interior's Professional Qualifications Standards in Archaeology. Limited teleworking may be possible; approval is at the discretion of the supervisor only after the employee has successfully worked for the agency of a time no less than 6 months. The selected candidate will be required to complete a criminal background check as a condition of employment. A valid driver license is required.

Application Requirements

To be considered for this position a completed state application must be received through the on-line employment system by SUNDAY, JUNE 17, 2018 at <http://jobs.virginia.gov/>.

EOE

Women, Minorities, Veterans and people with disabilities are encouraged to apply. Requests for reasonable accommodations will be provided to applicants in order to provide access to the application and/or interview process.